

**San Miguelito Mutual Water Company**  
**Minutes of the Regular Board of Director's Meeting**

9:00 A.M. Friday, January 21, 2022

I. CALL TO ORDER AND ROLL CALL

Meeting called to order by Board President Michael Nordstrom at 9:02 a.m.

Board Members Present: Michael Nordstrom, Marvin St Pierre, Rob Rossi (left at 10:14am), Rick Koon, Paul O'Malley, Larry Bittner and Robert Peterson

Board Member Absent: None

Staff Members Present: Geoff English, Michelle Edson & Dan Migliazzo

Consultants Present: None

Guests: Rossi Enterprises: Steve Rossi, and Indian Hill Resident: Heather Nelson

II. PUBLIC/SHAREHOLDER COMMENT – None

III. REVIEW and APPROVAL OF MINUTES –

- a. November 19, 2021 Regular Meeting Minutes - Motion to approve the minutes made by Marvin St Pierre seconded by Rob Rossi. Motion passed 7/0.
- b. December 22, 2021 Special Meeting Minutes - Motion to approve the minutes made by Marvin St Pierre seconded by Rob Rossi. Motion passed 7/0

IV. REVIEW AND APPROVE THE DRAFT JANUARY NEWSLETTER – Motion to approve with a stronger advisor for auto debits made by Rob Rossi seconded by Marvin St Pierre. Motion passed 7/0.

V. DISCUSSION AND CONSIDERATION TO DESIGNATE GEOFF ENGLISH AS REPRESENTATIVE AND MIKE NORDSTROM AS ALTERNATE FOR THE STATE WATER SUBCONTRACTORS ADVISORY COMMITTEE – After a brief discussion. Motion to approve made by Paul O'Malley seconded by Rob Rossi. Motion passed 7/0.

VI. REVIEW AND ACCEPT CLEATH HARRIS DRAWDOWN WELL TEST – The Board of Directors reviewed the edits made to the report. Motion by Larry Bittner to accept the report seconded by Marvin St Pierre. Motion passed 7/0.

VII. DISCUSSION AND APPROVAL TO TRANSFER EXCESS OPERATIONAL FUNDS TO CAPITAL RESERVES & ADDING \$5,500. TO THE 2022 GENERAL ADMINISTRATIVE ENGINEERING BUDGET FOR COMPLETION OF THE GIS MAPPING – Staff recommends moving excess funds of \$190,000. from the operational checking account to the capital reserves. Staff also asked that \$5,500 be added to the 2022 engineering budget for the GIS mapping project approved by the Board of Directors in 2021 but has not yet been completed. Motion to approve made by Paul O'Malley seconded by Larry Bitner. Motion passed 7/0

VIII. GENERAL MANAGER'S REPORT –

GM Report with the following highlights:

- Administration

- Cessation & Reduction of groundwater reporting
- 2022 file preparation

- Operations

Water

- Well, 4A has been maintenance and a new meter, piping and valves will be installed to well before being brought back online.
- Transducers have been installed on wells 5A and 6A, 24/7 tracking of well levels is being transmitted to our telemetry system.
- Chlorine analyzers installed at the Heron Crest and Kingfisher booster stations to remotely monitor chlorine residuals with our telemetry system.

- Wastewater
  - Lift Station 2 pump has arrived, installation and piping replacement is scheduled for January
- Capital Projects
- Water
  - After the Tank 100 rehabilitation in 2022 the next tank reinspection system wide will be in 2030.
- Wastewater
  - Lift Station 3 upgrades of an influent and effluent meters will allow for efficient tracking of flows.
- Additional Projects
  - Water Systems Consulting has almost completed the enrollment application for the Waste Water Treatment Plant required General Permit.
  - The Marre Weir draft will be presented by Water Systems Consulting in the near future at a Board Meeting.
  - Automated Meter Reading. Staff will prepare information to share with the Board of Directors at a future Board Meeting.
  - Groundwater Well Treatment Analysis final report will be presented at a Board Meeting in the near future

IX. FINANCIAL STATEMENT

The Board Management Report for December 31<sup>st</sup> was presented by General Manager Geoff English with the following highlights:

Cash and Reserve Funds as of December 31, 2021 are:

Operating Cash	Operational Contingency Reserves	State Water Reserves	Capital Reserves
\$360,767	\$355,465	\$257,428	\$4,390,894

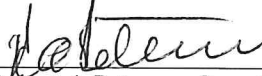
X. BOARD MEMBER COMMENT – Board Member Larry Bittner made a comment about State Water and the Port.

XI. ADJOURNED – 10:28am

Proceeding reported by:  
Michelle Edson, Accounting & Administrative Manager

Respectfully Submitted,

Approved:

  
Robert A Peterson, Secretary

  
Michael Nordstrom, President